

Carlsbad Police Department

Policy Manual Special Order 2017-06

Pursuant to Carlsbad Police Department Policy 204, this Special Order becomes effective May 16, 2017.

New Policy 345- Unmanned Aerial System (UAS) Operations will read as follows:

Unmanned Aerial System (UAS) Operations

345.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval and dissemination of images and data captured by the UAS.

345.2 DEFINITION

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

345.3 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

345.4 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

345.5 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- a. Verifying all FAA requirements are met.
- b. Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- c. Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

- d. Deployment of a UAS may require review by the program coordinator or the authorized designee, depending on the type of mission.
- e. Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- f. Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- g. Developing a protocol for fully documenting all missions.
- h. Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- i. Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electron trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- j. Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- k. Facilitating law enforcement access to images and data captured by the UAS.
- l. Recommending program enhancements, particularly regarding safety and information security.
- m. Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.

345.6 USE OF UAS

- a. Only authorized operators who have completed the required training shall be permitted to operate the UAS.
- b. Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.
- c. UAS operations should only be conducted in accordance with FAA regulations.
- d. UAS deployment will be considered when an aerial view would assist officers or incident commanders during the following:
 - 1. Accident investigations
 - 2. Missing person
 - 3. Search and rescue operations
 - 4. Drug investigations
 - 5. Fires
 - 6. Disaster management
 - 7. Crowd control
 - 8. Explosive ordinance disposal/bomb threats
 - 9. CRBNE incidents (chemical, biological, radiological, nuclear, and explosive)
 - 10. Crime scene
 - 11. Supporting criminal investigations
 - 12. VIP security support
 - 13. Perimeter searches and security
 - 14. Enhanced situational awareness
 - 15. UAS demonstrations

345.7 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- (a) To conduct random surveillance activities.
- (b) To target a person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.



Neil Gallucci, Chief of Police

05/16/2017

Date